

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School **CONFIDENTIAL** DATE: 14 August 1956

FROM : Chief, Visual Aids Staff

SUBJECT: Weekly Activities Report
8 August through 14 August 1956

1. PROGRESS ON MAJOR TRAINING AIDS

A. Intelligence B.4

1. Four charts for use in lecture room 95% complete

B. Intelligence B.5

1. Two view-graph charts in progress

C. Intelligence B.10

1. Nine of the ten cartoon posters for classroom use completed and delivered

D. Language and External Training

1. Duplication of color slides in progress

2. Layout and compilation of reader in progress

3. Three maps of the Middle East are 75% complete

4. Layout of one chart, "Development of an Area Specialist," in progress

E. Cable Secretariat

1. Spot illustrations for revised handbook sent to customer--awaiting information on handbook layout

2. TRAINING AIDS COMPLETED DURING WEEK

25 YEAR RE-REVIEW

A. Intelligence B.3

1. One chart, "The Story of Secret Service," completed

B. Intelligence B.5

1. One blanket board chart, "Accounting for Property," completed

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C. Language and External Training

1. One sign, "Please Sign Attendance Sheet," completed
2. One sign, "Class in Session - DO NOT DISTURB," completed
3. Thirty maps requested and issued.

D. DD/TR

1. Five graphs, "Total Agency Participation in Training, April, May, June 1956" completed

E. Plans and Policy Staff

1. Dummy cover of OTR Catalog completed

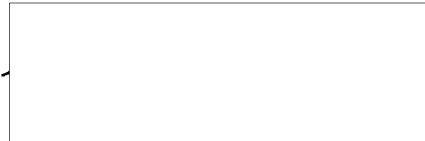
F. Support Staff

1. Working drawing of "World of Conflict" completed

3. ITEMS OF ADMINISTRATIVE INTEREST

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Mr. , Acting Chief/VAS, returned from his vacation on Wednesday, 15 August.



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